

**DeForest Area Joint Community Center Commission
DeForest Area Community and Senior Center
505 N. Main Street, DeForest, WI 53532**

**Regular Commission Meeting Minutes
January 8, 2019
4:00 p.m.**

1. Call to Order

The meeting was called to order by President Jason Kramar.

2. Roll Call

Present:

President Jason Kramar

Vice President Bruce Stravinski

Treasurer Connie Tenjum

Secretary Steve Ruegsegger

Commissioners: Marian Drake; Adam Hanek; Jim Johnston; Louise Valdovinos

Absent:

Commissioner Robert Pulvermacher

Also present:

Ex-Officio Officer Barb Cooper

Note Taker Cheryl Ksobiech

3. Pledge of Allegiance

The Pledge of Allegiance was led by Jim Johnston.

4. Announcements

None

5. Appearances before the Commission

None

6. Consent Agenda

- a. Approval of the December 11, 2018 Meeting Minutes
- b. Bills/Invoices

Vice President Bruce Stravinski moved to approve the December 11, 2018 meeting minutes and bills/invoices as presented. Secretary Steve Ruegsegger seconded the motion and the motion passed unanimously with Treasurer Connie Tenjum abstaining.

7. Financial

a. Financial Reports

Executive Director Barb Cooper noted there are still a few outstanding transactions from 2018. At the next meeting it is anticipated they will be accounted for and shared at that time.

b. Fund Transfers

None

c. Budget Amendments

None

Treasurer Connie Tenjum motioned to accept the financial reports as presented. Commissioner Marian Drake seconded the motion and the motion passed unanimously.

7. Old Business

None

8. New Business

a. Alarm System

Executive Director Barb Cooper provided an update on the continued issues with the alarm system. Ahern identified an issue within the dialer in the Faraday panel. Enterprise Fire and Security serviced the panel, replacing the dialer and chip. The panel model has been discontinued. These repairs, hopefully, have extended the life of the panel. There have been no issues since these repairs.

b. Resource Development Committee

The board discussed the creation of the new committee. Executive Director Barb Cooper noted possibly approaching the DeForest Foundation for support. It was also noted that other senior centers collect membership fees, in particular for non-residents. Commissioner Adam Hanek remarked that low income members should be a consideration in regard to membership fees. A discussion of participant residency and whether user fees are appropriate will be on the February agenda.

No Action taken, the topic will be on next month's agenda.

9. Reports

a. President's Report

The Village has accepted Randi Busse's resignation from the role of Public Housing Manager. The Village is looking for a replacement.

b. Executive Director's Report

- 2019 is the 35th anniversary of the DeForest Area Community and Senior Center!
- Building updates:
 - Alarm – Ahern has not able to remedy ongoing problems with the alarm panel and have identified an issue with the dialer in the Faraday panel. An authorized dealer, Enterprise Fire & Security technician came to assess and replace the part in December. This panel is discontinued and parts may not be available in the future. This fix may extend its viability.
 - We will be meeting with Johnson Controls, another vendor for alarms, on January 10.
 - Summit Fitness conducted preventative maintenance on the fitness equipment, and returned in late December to make additional recommended repairs, Total cost was \$547.99. A future discussion about how to support repairs to fitness equipment and/or pool tables is recommended.
 - The main entrance's automatic door opener needed a service call to replace the push button on January 3.
- Funding
 - Dane County updates:
 - Case Management will receive 3% COLA for 2019.
 - Dane County is offering training for the Virtual Reality systems on January 10.
 - County Executive Parisi is reaching out to senior centers to have a discussion on the work Dane County is doing to clean up our lakes, finance renewable energy development, and the benefit for county taxpayers. Date is to be determined.
 - The ADRC of Dane County's Governing Board is planning a series of public hearings on issues related to Long Term Care. One will be held at the Center in May.
- Program/staff updates:
 - Case Management – For the first 11 months of 2018 there were 142 new clients. At this time in 2017, it was at 115 new clients. Most of the new calls lately are people calling about home delivered meals and transportation options.
 - Volunteer program goal for 2019 is to recruit more high school and middle school children to foster volunteerism in their lives.
 - Nutrition - My Meal, My Way was successful in 2018, with over 2,500 meals served to individuals, including 81 new participants.
 - Programs – LINK-ages' annual breakfast will be held January 19 and Active Shooter training is scheduled for February 6 at 10:00 a.m.
 - In December, 93 people utilized our exercise programs, compared to 84 people last year.
- Barb will attend a DeForest Area Foundation meeting on January 9.
- 2018 Audit will be conducted on Friday, May 25.

- Barb Cooper will be out of the office on January 21-25.

c. Committee Reports

None

10. Communication

a. Municipalities

Vienna- Lonnie Breggeman is not running for the town board. It is expected that there will be a write in to fill the vacancy.

Windsor- Current board members are running unopposed for their respective positions. Davis Clark is the new Public Works director for the Village of Windsor.

DeForest-Five candidates are running for three seats on the Village of DeForest board.

11. Any Other Business That Lawfully Comes Before the Commission

None

12. Meeting Dates/Agenda Items

- a. The next meeting date is Tuesday, February 12, at 4:00 p.m.

13. Adjournment

Treasurer Connie Tenjum moved to adjourn the meeting. Adam Hanek seconded the motion and the motion passed unanimously.